



OFFICIAL CLASSROOM LOCATION SCHEDULE

Department of Motor Vehicles
Traffic Violator School Unit
P. O. Box 825383 N229
Sacramento, CA 94232-5383
(916) 657-6549 FAX (916) 657-7021

**SUBMIT A SEPARATE FORM FOR EACH CLASSROOM LOCATION
MAIL COMPLETED FORM TO THE ABOVE ADDRESS**

NOTICE: Any school that fails to submit schedules shall have its name removed from all judicial districts on the next TVS Classroom Location List published by the department, pursuant to Sections 345.40(d) California Code of Regulations and 11205(a) California Vehicle Code.

Instructions:

This form must be filed with the department a minimum of 15 days prior to:

1. Any class being conducted by any new school.
2. Any new classroom location being used by any school.
3. The beginning of each calendar month after a school begins operations.

Additional Information:

- Only a complete original form will be accepted.
- Incomplete forms or facsimiles will be returned.

Pursuant to Sections 345.40(a) and 345.40(b)
California Code of Regulations.

A. Business office:

TVS LICENSE NUMBER TVS	AREA CODE/TELEPHONE NUMBER ()
NAME OF SCHOOL (D.B.A.)	

BUSINESS ADDRESS WHERE SCHOOL RECORDS ARE STORED	CITY	ZIP CODE
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B. Classroom location: *(Complete a separate form for each location.)*

CLASSROOM STREET ADDRESS	CITY	ZIP CODE	ROOM
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C. List all class dates for this location:

CLASS DATE	CLASS HOURS	INSTRUCTIONAL LANGUAGE
CLASS DATE	CLASS HOURS	INSTRUCTIONAL LANGUAGE
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CLASS DATE	CLASS HOURS	INSTRUCTIONAL LANGUAGE

D. Applicant certification:

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

SIGNATURE OF OWNER, OPERATOR, OR AUTHORIZED REPRESENTATIVE	DATE
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